

<b>EPA</b> United States Environmental Protection Agency Washington, DC 20460 <b>Work Assignment</b>						Work Assignment Number 1-09				
						<input type="checkbox"/> Other <input type="checkbox"/> Amendment Number:				
Contract Number EP-C-10-060			Contract Period 11/30/2010 To 07/31/2012			Title of Work Assignment/SF Site Name				
			Base                      Option Period Number    1			RA and CA Tool Devt/DHS Sup't				
Contractor COMPUTER SCIENCES CORPORATION					Specify Section and paragraph of Contract SOW 2.1, 2.2.5, 2.3.1					
Purpose: <input checked="" type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance  From 08/01/2011 To 07/31/2012					
Comments: This action establishes work assignment 1-09 in OP 1 and requests and workplan and cost estimate for the effort associated with the attached PWS. LOE is estimated as 5125 direct labor hours. No costs shall be incurred against this work assignment until the effective date of 8/01/11.										
<input type="checkbox"/> Superfund                      Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
SFO (Max 2) <input type="checkbox"/> Note: To report additional accounting and appropriations date use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE: 0				
11/30/2010 To 07/31/2012										
This Action:						5,125				
Total:						5,125				
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:		LOE:				
Cumulative Approved:				Cost/Fee:		LOE:				
Work Assignment Manager Name Curt Baranowski						Branch/Mail Code:				
_____ (Signature)                      (Date)						Phone Number 202-564-0636				
						FAX Number:				
Project Officer Name Nancy Muzzy						Branch/Mail Code:				
_____ (Signature)                      (Date)						Phone Number: 513-569-7864				
						FAX Number:				
Other Agency Official Name						Branch/Mail Code:				
_____ (Signature)                      (Date)						Phone Number:				
						FAX Number:				
Contracting Official Name Cathy Basu						Branch/Mail Code:				
_____ (Signature)                      (Date)						Phone Number: 513-487-2042				
						FAX Number:				

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**WORK ASSIGNMENT  
PERFORMANCE WORK STATEMENT**

**Contract No. EP-C-10-060**

**Work Assignment: 1-09**

**WAM: Curt Baranowski**

**Office of Water / Office of Ground Water and Drinking Water /  
Water Security Division / Threats, Analysis, Prevention and Preparedness Branch**

**Phone: (202) 564-0636**

**Fax: (202) 566-0055**

**Email: Baranowski.Curt@epa.gov**

**Mail Code: 4608T**

**1200 Pennsylvania Avenue, NW**

**Washington, DC 20460**

**Alternate WAM: John A. DeGour**

**Office of Water / Office of Ground Water and Drinking Water /  
Water Security Division / Threats, Analysis, Prevention and Preparedness  
Branch**

**Phone: (202) 564-3212**

**Fax: (202) 566-0055**

**Email: DeGour.John@epa.gov**

**Mail Code: 4608T**

**1200 Pennsylvania Avenue, NW**

**Washington, DC 20460**

**LOE: 5125 hours**

**Period of Performance: August 1, 2011 to July 31, 2012**

**Title: Risk Assessment and Consequence Analysis Tool Development, Improvement, Outreach /  
Homeland Security Coordination Activities**

**PWS Sections: 2.1, 2.2.5, 2.3.1**

**I. PURPOSE:**

This work assignment supports the mission of the Water Security Division (WSD) as described in the Water Security Strategy framework, which relates resources, activities, outputs, audience, short- and

long- term outcomes to the WSD pillars of Prevention, Detection, Response, and Recovery. Additionally, this work assignment contributes to the commitments made in EPA's *Strategic Plan: 2011 to 2015* and EPA's *Homeland Security Strategy (2004)*. Under EPA's *Strategic Plan*, reference is made to Goal 2 (Clean and Safe Water), Objective 2.1 (Protecting Human Health), Sub-objective 2.1.1 (Water Safe to Drink), and to the Cross-Goal on homeland security. Under EPA's *Homeland Security Strategy*, reference is made to Objective 1 (Critical Infrastructure Protection).

In support of these requirements, this contract supports the Nation's drinking and wastewater infrastructure, collectively known as the Water Sector, in being informed, coordinated, and prepared to prevent, detect, respond to, and recover from terrorist attack and other intentional acts, natural disasters, and other hazards (referred to as the "all hazards' approach), which may also occur, including the needs and challenges posed by natural disasters, catastrophic events, floods, earthquakes, pandemic illness, and any other events which impact the safety and availability of our water supply.

In pursuit of these efforts, the contractor may be tasked with preparing a correlation summary comparing the results under this work assignment to the components of the Water Security Strategy framework.

## **II. BACKGROUND:**

Homeland Security Presidential Directive (HSPD) - 7 directs Federal agencies to identify and prioritize critical national infrastructure and resources for protection from terrorist acts that could cause catastrophic health impacts or mass casualties, undermine public confidence, or cause disruption of essential government functions, essential services, or the economy. HSPD-7 designates the EPA as the lead agency or Sector-Specific Agency (SSA) for the Nation's Water Sector. One of many outcomes related to HSPD-7 was the development of the National Infrastructure Protection Plan (NIPP) and the accompanying Sector-Specific Plans (SSP). These plans/strategies have logically driven critical infrastructure protection initiatives towards an all-hazards (man-made and natural disasters) approach.

EPA works with the Water Sector, Federal, State, tribal and local governments, and all stakeholders to:

1. Protect the Water Sector's infrastructure from all hazards and to enhance resilience capabilities.
2. Conduct or facilitate "all-hazards" risk assessment and consequence analysis;
3. Encourage risk management strategies to reduce vulnerability and mitigate public health and economic impacts (consequence); and
4. Promote communication, collaboration, and information sharing and analysis.

Much work was accomplished over the past year. However critical infrastructure protection is a continuous effort, therefore more needs to be done. All-hazards related critical infrastructure protection activities are a natural extension of EPA's long-term mission to protect human health and the environment. Accordingly, EPA and its Water Sector security partners continue to work together and are implementing a strategy to identify, prioritize, and coordinate the protection of critical Water Sector infrastructure. This strategy assists in improving Water Sector awareness, preparedness and security

posture, as well as increasing resilience - in a consistent, sustainable, effective, and measurable manner. This work assignment will support the ongoing critical infrastructure protection coordination activities/initiatives that the Agency has initiated in collaboration with DHS and Water Sector partners.

### **III. QA REQUIREMENTS:**

**Secondary Data:** Some of the tasks in this work assignment require the use of primary and/or secondary data. Collection, use and analysis of data will be identical to the procedures described in the QAPP completed under WA 0-09, consistent with the Agency's quality assurance (QA) requirements. Work on these tasks cannot proceed until the contractor receives notification from the PO via e-mail that utilization of the QAPP completed under WA 0-09 has been approved for use on these tasks. The project specific quality assurance requirements (QAPP) must be addressed in the monthly progress reports as specified under Task 0, below.

### **IV. DETAILED TASK DESCRIPTION:**

All direction under this work assignment will be provided as written technical direction from the Task Manager or Work Assignment Manager, as appropriate. If provided first as verbal technical direction to the contractor, it will be confirmed in writing within 5 calendar days, with a copy to the Project Officer and the Contracting Officer, and is subject to the limitations of the technical direction contract clause. Each initial deliverable shall be provided to the EPA Work Assignment Manager (WAM) and EPA Project Officer (PO) in draft form for review and comment. The contractor shall incorporate WAM/Task Manager review comments into revisions of the drafts. All drafts and final reports shall be approved by the WAM.

The contractor shall perform the following tasks:

#### **Task 0: Work Plan, Progress evaluations, and Monthly Progress Reports**

The contractor shall develop a work plan that describes how each task will be carried out. The work plan shall include a schedule, staffing plan, level of effort (LOE), and cost estimate for each task, the contractor's key assumptions on which staffing plan and budget are based, and qualifications of proposed staff. If a subcontractor(s) is proposed and subcontractors are outside the metropolitan DC area, the contractor shall include information on plans to manage work and contract costs.

In addition, the contractor shall prepare a project specific quality assurance plan (QAPP) (noted above), or use a previously prepared one as specified above, and ensure the quality of secondary data used to complete these tasks. If using a previously prepared plan, the contractor shall prepare a statement indicating that this WA is a continuation of WA 0-09. The work plan shall explain that collection, use and analysis of data in this work assignment will be identical to the procedures described in the QAPP

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completed under WA 0-09. When using a previously approved QAPP, the contractor shall immediately notify the Project Officer and WA manager if any changes to the tasks involving the collection and analysis of the data occur, and prepare a new or modified QAPP. Work on these tasks cannot proceed until the contractor receives notification of the new QAPP approval from the PO via e-mail. This task also includes monthly progress and financial reports. The monthly progress report shall indicate, in a separate QA section, whether significant QA issues have been identified and how they are being resolved. Monthly financial reports must include a table with the invoice LOE and costs` broken out by the tasks in this WA.

In addition, in each monthly progress report, the contractor shall, at the introduction to the discussion of this work assignment, discuss actual progress toward achieving the purpose of this work assignment, including problems encountered, issues that may need to be resolved, and anticipated timing for completing the goals of the work assignment. The contractor shall provide an overview of contract projects, striving to implement efficiencies in performance when complimentary requirements are issued. The contractor shall assure that duplication of effort relative to other ongoing work assignments under this contract is not occurring.

Deliverables: Work plan and monthly progress and financial reports, Revised QAPP if necessary.

### **Task 1: Agency Document Assistance.**

The contractor shall support the Agency by providing technical assistance needed to gather information to write, review, and/or disseminate documents relative to the scope of this work assignment. The contractor shall provide additional assistance by compiling and addressing stakeholder comments and updating documents as new information becomes available.

***The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.***

Deliverables: *Draft and final documents and reports that: 1) are researched and reviewed; 2) address and incorporate stakeholder comments; and 3) are appropriately updated and/or finalized. All documents will be in "10 pt. - Century Gothic" font, and all draft deliverable documents will be delivered in continuous line # format. For estimation purposed - assume the review and/or development of 10 documents.*

### **Task 2: External Document Assistance.**

The contractor shall support the review and dissemination of documents created in relationship to risk, vulnerability, and consequence related projects, as well as other relative project documents.

The contractor shall also develop information and outreach materials for the Water Sector as requested

in written technical direction by the EPA WAM. This may include but not be limited to the development of fact sheets, presentations, exercises, and briefings.

In addition, the contractor shall support the review and dissemination of documents created by other agencies or stakeholders, such as the Department of Homeland Security's National Infrastructure Protection Plan (NIPP). The EPA WAM will provide documents such as the NIPP to the contractor, and will specify the type of review required in written technical direction.

***The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.***

*Deliverables:* Draft and final documents and reports that: 1) are researched and reviewed; 2) address and incorporate stakeholder comments; and 3) are appropriately updated or finalized. The development of communication and outreach materials shall also be included in this task. For estimation purposes - assume effort on 3 technical documents, 1 fact sheet, 2 presentations, 2 exercises, and 2 briefings. All documents will be in "10 pt. - Century Gothic" font, and all draft deliverable documents will be delivered in continuous line # format.

### **Task 3: Scientific and Technical Support.**

Under this task, the contractor shall provide other scientific and technical support to facilitate and enhance EPA's Water Sector critical infrastructure protection efforts. Examples of the type of actions that may require support may include, but are not limited to literature searches and research on contaminants of concern as related to high-risk Water Sector utilities. Specific activities under this task will be assigned through written technical direction in response to the Agency's support needs.

***The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.***

*Deliverables:* These activities include but are not limited to "all-hazard" risk assessment/consequence analysis methodology tool support, literature searches, collecting and addressing comments, and support for incident response planning and activities. For estimating purposes - assume literature searches or research on 10 different topics.

### **Task 4: Meeting Support.**

The contractor shall provide logistical, facilitation and administrative support to include, but not be limited to, facilitating and supporting meeting planning activities, delivery of sessions, development of minutes and action items, and summary evaluation and report-out. The contractor shall arrange for

facilities, in accordance with Agency requirements, suggest locations, and make necessary arrangements for meetings or conferences as requested by written technical direction by the WAM. The contractor shall identify potential speakers and participants to attend EPA sponsored events, issue invitations, and conduct pre-meeting and on-site registration activities. The contractor shall develop and assemble agendas, supplemental materials (e.g., handouts, presentations, participant list), and other preparatory activities as needed. The contractor shall facilitate sessions and provide support to invited presenters and subject matter experts as required. Work on task activities shall begin upon receipt of written technical direction from the EPA WAM. The contractor shall adhere to Agency requirements for reserving meeting space. Any speakers or experts identified for travel reimbursement must have a clear role in the meeting/workshop and must have consultant agreements in place.

***Deliverables:** Logistics for meeting and facilitation support that enables stakeholder coordination through workshops, conferences, technical sessions and training events. This includes fact sheet development, presentations, exercises and briefings. For estimation purposes, the contractor shall assume up to 3 meetings at non-EPA facilities, 3 local meetings at EPA facilities, and 10 conference calls.*

#### **Task 5: Ongoing Development of Water Sector Risk Assessment Methodologies -- Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance.**

In support of the DHS's NIPP and EPA's responsibilities as the Sector-Specific Agency for the Water Sector, EPA in coordination with Water Sector security partners, has been working to ensure existing risk assessment methodologies in the sector are consistent with the NIPP's baseline criteria. In 2010, the Water Sector Coordinating Council (SCC) requested the formation of a Critical Infrastructure Partnership Advisory Council (CIPAC) working group to examine the three Water Sector (drinking water and wastewater) risk assessment methodologies -- ARAM-W, SEMS, and VSAT. These tools were recently upgraded as part of an overall effort to bring them consistent with the 2007 Risk Analysis and Management for Critical Asset Protection (RAMCAP®) Sector-Specific Guidance for Drinking Water and Wastewater Systems. While upgrades to Water Sector risk assessment methodologies were in progress, the American Water Works Association (AWWA) and ASME-Innovative Technologies Institute (ITI) developed a standard for Water Sector risk assessment methodologies. This AWWA and ASME-ITI process resulted in the July 2010 American National Standards Institute/ASME-ITI/AWWA J100 Risk Analysis and Management for Critical Assets Protection Standard for Risk and Resilience Management of Water and Wastewater Systems hereinafter (J100 Standard). This CIPAC working group will examine the three Water Sector risk assessment methodologies. Specific emphasis during this examination will be given to how these tools address the requirements defined in the new J100 Standard and determine what upgrades would be necessary for the three Water Sector risk assessment tools to ensure that they help utilities meet industry best practices as defined by the J100 Standard. The work group will meet in July 2011 (during the Base Period of this effort, under WA 0-09) and provide its recommendations to EPA, DHS, and other Water Sector partners in September 2011.

The contractor shall provide support regarding the potential modifications to VSAT based on the CIPAC

working group's recommendations. Assistance will also be required regarding training on VSAT, in association with the Water Health Economic and Analysis Tool (WHEAT). In this option period the contractor shall provide the following support, in accordance with appropriate technical direction (note, estimated contractor travel is imbedded in this chart):

DELIVERABLES	DATE
1. Develop a design requirements document for potential modifications to VSAT 5.0 based on the recommendations of the CIPAC working group. Potential areas for modification include but are not limited to the following: 1) Standard-Related Definitions; 2) Worst Case Consequence Analysis for Potentially Critical Assets; 3) Natural, Proximity, and Dependency Threats in Threat Characterization; 4) Proxy Method for Threat Likelihood Calculation; and 5) Quantitative Calculation of Risk and Resilience for Threat-Asset Pairs. a. Note: Not all the recommended modifications of the CIPAC working group may be feasible or defensible. Therefore, EPA will provide specific technical direction to the contractor on the necessary modifications to VSAT.	TBD by technical direction.
2. Assist with the partner review process regarding the design requirements document.	TBD by technical direction
3. Incorporate changes to design requirements document based on partner feedback.	TBD by technical direction.
4. Modify VSAT 5.0 based on EPA technical direction.	TBD by technical direction.
5. Deliver and demonstrate the modified version of VSAT.	TBD by technical direction
6. Conduct two (2) Water Sector utility pilots of modified VSAT. a. Support travel for 2 utility members to participate in each pilot, as contributing experts for the workshops.	TBD by technical direction.
7. Incorporate modifications to VSAT based on recommendations from pilots.	TBD by technical direction.
8. Demonstrate VSAT to EPA after pilot recommendations have been incorporated.	TBD by technical direction.
9. Demonstrate VSAT to partners.	TBD by technical direction
10. Deliver finalized VSAT to EPA.	TBD by technical direction
11. In collaboration with stakeholders modify existing communication strategy, if need be, for outreach, education, and training on VSAT/WHEAT. Collaboration may include face-to-face meeting and/or conference calls.	TBD by technical direction
12. Provide 8 web-based outreach demonstration of VSAT for stakeholders, where possible in association with WHEAT.	TBD by technical direction
13. Provide support for conferences / in-person training on VSAT, where possible in association with WHEAT; assume 3 conferences.	TBD by technical direction



14. Email user help/support for VSAT ( <a href="mailto:vsathelp@epa.gov">vsathelp@epa.gov</a> email-box). Assumes 50 questions/comments per month for August 1, 2011 through July 31, 2012.	TBD by technical direction
15. Catalogue comments, questions, and suggestions for possible future upgrades to VSAT based on all above-mentioned activities.	TBD by technical direction
16. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing.

**Task 6: WHEAT Drinking Water Hazardous Gas and Loss of Operating Assets Modules – Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance.**

Having completed the WHEAT drinking water hazardous gas and loss of operating assets modules in July 2010, stakeholder outreach on this project is now necessary. The contractor shall support EPA as necessary to prepare WHEAT outreach and training materials, as well as the provision of WHEAT training in association where feasible with VSAT.

In this option period the contractor shall provide the following support, in accordance with technical direction (travel estimates are imbedded in the chart):

DELIVERABLES	DATE
1. In collaboration with stakeholders modify existing communication strategy, if need be, for outreach, education, and training on VSAT and the drinking water and wastewater modules of WHEAT. Collaboration may include face-to-face meeting and/or conference calls.	TBD by technical direction
2. Provide 8 web-based outreach demonstration of WHEAT for stakeholders, where possible in association with VSAT and the WHEAT wastewater module (WHEAT-WW).	TBD by technical direction
3. Provide support for conferences / in-person training on WHEAT, where possible in association with VSAT and WHEAT-WW; assume 3 conferences	TBD by technical direction
4. Email user help/support for WHEAT ( <a href="mailto:wheathelp@epa.gov">wheathelp@epa.gov</a> email-box). Assume 50 questions/comments per month for August 1, 2011 through July 31, 2012.	TBD by technical direction

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5. Catalogue comments, questions, and suggestions for possible future upgrades to WHEAT based on all above-mentioned activities.	TBD by technical direction
6. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing.

**Task 7: Development of WHEAT Hazardous Gas and Loss of Operating Assets Modules for Wastewater Systems.**

Under this task, the contractor shall continue to develop hazardous gas release and loss of operating assets modules for wastewater systems for the generalized consequence analysis tool based on the planning efforts conducted to date and modules developed under the previous work assignment option period. Products shall be developed within the context of other ongoing efforts in the Risk Analysis and Management for Critical Asset Protection (RAMCAP) process, such as the development of VSAT. All tool development activities must comply with established EPA procedures.

In the option period the contractor shall provide the following technical support, in accordance with technical direction:

DELIVERABLES	DATE
In collaboration with stakeholders modify existing communication strategy, if needed, for outreach, education, and training on VSAT and the drinking water and wastewater modules of WHEAT. Collaboration may include face-to-face meeting and/or conference calls.	TBD by technical direction
1. Continue software development of the wastewater modules.	TBD by technical direction.
2. Provide a demonstration of the beta WHEAT-WW to EPA.	TBD by technical direction.
3. Conduct two (2) pilots of the wastewater modules. a. Support travel for 2 utility members to participate in each pilot as subject matter experts.	TBD by technical direction.
4. Incorporate modifications to WHEAT-WW based on findings from pilots	TBD by technical direction
5. Demonstrate WHEAT-WW for EPA.	TBD by technical direction.
6. Demonstrate WHEAT-WW for partners.	TBD by technical direction.
7. Deliver finalized WHEAT-WW modules to EPA.	November 15, 2011
8. Provide 4 web-based outreach demonstration of WHEAT-WW for stakeholders, where possible in association with VSAT.	TBD by technical direction

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10. Provide support for conferences / in-person training on WHEAT, where possible in association with VSAT; assume 2 conferences.	TBD by technical direction
11. Email user help/support for VSAT ( <a href="mailto:vsathelp@epa.gov">vsathelp@epa.gov</a> email-box). Assumes 50 questions/comments per month for November 1, 2011 through July 31, 2012.	TBD by technical direction
12. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing.

**Task 8: Development of WHEAT Contamination Module for Drinking Water Systems.**

The contractor shall continue development of the drinking water system contamination module for WHEAT based on the planning efforts conducted to date and modules developed under work assignment 0-09. The contractor shall use modeling data from the 12 model cities and 5 contaminants and correlate health and economic impacts for drinking water systems of varying sizes, then incorporate this data into the WHEAT contamination module. The product shall be developed within the context of other ongoing efforts in the RAMCAP process, such as the development of the upgraded VSAT tool. All tool development activities must comply with established EPA procedures. When necessary, coordination with NHSRC may be required.

Dissemination of the WHEAT contamination module may be subject to limitations due to the potentially sensitive information stored in the tool and report contents. As such, the contractor shall work with EPA to develop guidance for distribution of WHEAT and utility-generated reports from the tool. It is anticipated that the Sector Coordinating Council (SCC) and other organizations may provide recommendations regarding information handling and distribution. These recommendations shall be incorporated into the guidance as appropriate; additional security measures to prevent unauthorized dissemination and use shall be implemented.

In the option period the contractor shall provide the following technical support, in accordance with technical direction:

DELIVERABLES	DATE
1. Base on contamination modeling the contractor shall assist EPA's Office of Water in engagement with EPA's National Homeland Security Research Center (NHSRC) to develop a <i>Contamination Module Requirements Document</i> .	TBD by technical direction.
2. Establish a WHEAT drinking water contamination module stakeholder group.	TBD by technical direction.
3. Conduct conference calls/meetings with stakeholders to solicit feedback on the draft <i>Contamination Module Requirements Document</i> and path forward and approach for the contamination module (Contamination Module Framework).	TBD by technical direction.
4. Finalize the <i>Contamination Module Framework</i> in collaboration with NHSRC and the contamination stakeholder group.	TBD by technical direction.
5. Finalize the software requirements document for the drinking water contamination module.	TBD by technical direction.
6. Initiate software development of the drinking water contamination module.	TBD by technical direction.
7. Demonstrate beta version of the WHEAT drinking water contamination module for EPA.	TBD by technical direction.
8. Conduct two (2) pilots of the drinking water contamination module <ul style="list-style-type: none"> <li>a. Support travel for 2 utility members to participate in each pilot as subject matter experts.</li> </ul>	TBD by technical direction.
9. Incorporate modifications to WHEAT tool based on findings from pilots	TBD by technical direction.
10. Demonstrate drinking water contamination module for EPA.	TBD by technical direction.
11. Demonstrate drinking water contamination module for stakeholders.	TBD by technical direction.
12. Deliver the final WHEAT drinking water contamination module to EPA.	June 1, 2012.
13. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing

**NOTE: The Government shall retain rights to all data and/or products originally developed under this work assignment.**

## V. SCHEDULE/DELIVERABLES

Task	Deliverable
0: Work Plan and Monthly Progress Report	Within twenty (20) days of the contractor's receipt of the work assignment.
1: Agency Documents Assistance	To be established by written technical direction.
2: External Documents Assistance	To be established by written technical direction.
3: Scientific and Technical Support	To be established by written technical direction.
4: Meeting Support	To be established by written technical direction.
5: Ongoing Development of Water Sector Risk Assessment Methodologies based on findings of the CIPAC working group's examination of the Water Sector risk assessment methodologies --Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.
6: Ongoing WHEAT Drinking Water Hazardous Gas and Loss of Operating Assets Modules – Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.
7: Ongoing development of WHEAT Hazardous Gas and Loss of Operating Assets Modules for Wastewater Systems Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.
8: Ongoing development of WHEAT Contamination Module for Drinking Water Systems Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.

## VI. REPORTING REQUIREMENTS

Monthly Progress Reports (including a progress evaluation discussion)

Financial Reports

Update to current QAPP (if applicable)

## VII. GREEN MEETINGS AND CONFERENCES

The contractor shall follow the provision of EPA prescription 1523.703-1, *Acquisition of environmentally preferable meeting and conference services (May 2007)*, for the use of off-site commercial facilities for an EPA event, whether the event is a meeting, conference, training session, or other purpose. Environmental preferability is defined at FAR 2.101, and shall be used when soliciting quotes or offers for meeting/conference services on behalf of the Agency.

**QUALITY ASSURANCE SURVEILLANCE PLAN  
for the Water Security Division's  
Technical, Analytical, and Regulatory Mission Support  
Performance Work Statement**

**Quality Assurance Surveillance Plan**

The requirements contained in this work assignment option period are considered performance-based, focusing on the Agency's desired results and outcomes. The contractor shall be responsible for determining the most effective means by which these requirements will be fulfilled. In order to fulfill the requirements, the contractor shall design innovative processes and systems that can deliver the required services in a manner that will best meet the Agency's performance objectives. This performance-based requirement represents a challenge to the contractor to develop and apply innovative and efficient approaches for achieving results and meeting or exceeding the performance objectives, measures, and standards described below. The Contractor's performance will be reflected in the positive or negative evaluation offered by the Agency in the Contractor Performance Evaluation (CPE), which is evaluated annually (per the "Contractor Performance Evaluation" clause in the contract). The Work Assignment Manager shall submit a complete annual review of the areas outlined in the Quality Assurance Surveillance Plan (QASP), included in the contract, which will then be utilized by the Project Officer in preparing the overall evaluations submitted annually in response to the Contractor Performance Evaluation requirements in the contract.

General Management and Administration			
Performance Requirement	Measurable Performance Standards	Surveillance Methods	Incentives/Disincentives
<b>Management and Communications:</b> The Contractor shall maintain contact with the EPA CO, PO and WAM throughout the performance of the contract and shall immediately bring potential problems to the attention of the appropriate EPA WAM. In cases where issues have a direct impact on project schedules or cost, the contractor shall provide options for EPA's consideration on resolving or mitigating the impacts.	Any issues that impact project schedules or cost shall be brought to the attention of the appropriate EPA WAM within 3 business days of occurrence.	100% of active work assignments under the contract will be reviewed by the EPA WAM monthly (via monthly progress report) to identify unreported issues. The EPA WAM will report any issues to the EPA PO who will bring the issue(s) to the Contractor's attention through the CO.	<b>Unsatisfactory</b> rating under the category of Business Relations in the NIH Performance Evaluation System if two or more incidents occur during an applicable period of performance when the contractor does not meet the measurable performance standards for a given contract period.

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<p><b>Timeliness:</b> Services and deliverables shall be in accordance with schedules stated in each work assignment or tasking document, unless amended or modified by an approved EPA action.</p>	<p>During any period of performance, 90% of all submitted deliverables shall be submitted no later than 5 business days past the due date.</p>	<p>100% of active work assignments under the contract will be reviewed by the EPA WAM monthly (via monthly progress report &amp; milestones established for each deliverable) to compare actual delivery dates against those approved. The EPA WAM will report any issues to the EPA PO who will bring the issue(s) to the Contractor's attention through the CO.</p>	<p><b>Unsatisfactory</b> rating under the category of Timeliness in the NIH Performance Evaluation System when the contractor does not meet the measurable performance standards during an applicable period of performance.</p>
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<p><b>Cost Management and Control:</b> The Contractor shall monitor, track and accurately report level of effort, labor cost, other direct cost and fee expenditures to EPA through progress reports and approved special reporting requirements.</p> <p>The Contractor shall assign appropriately leveled and skilled personnel to all tasks, practice and encourage time management, and ensure accurate and appropriate time keeping.</p>	<p>The contractor shall manage costs to the level of approved ceiling on the work assignment. The contractor shall notify the WAM/PO when 75% of the approved funding ceiling for the work assignment is reached.</p>	<p>The EPA PO will routinely meet with the Contractor's Project Manager to discuss the work progress and contract and individual work assignment expenditures. The EPA PO shall review the Contractor's monthly progress reports and request the WAMs verification of expenditures and technical progress before authorizing invoice payments.</p>	<p><b>Unsatisfactory</b> rating under the category of Cost Control in the NIH Performance Evaluation System when the contractor does not meet the measurable performance standards during an applicable period of performance.</p>
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<p><b>Technical Effort:</b> The analyses or products developed by the contractor shall be factual and defensible and based on sound science and engineering. All data shall be collected from reputable sources and quality assurance measures shall be conducted in accordance with contract, agency requirements and any additional requirements outlined in individual work assignments or technical directives. Any work requiring the contractor to provide options or recommendations shall include the rationale used in selecting the option/recommendation and all other options and recommendations considered.</p>	<p>All analyses conducted for EPA by the Contractor must be factual and based on sound science and engineering. All analyses and products (initial and final drafts) shall conform in format and content to requirements specified by the WAM in written technical direction, and should meet the objectives stated in the work assignment. All initial draft documents shall be clearly written at a level appropriate to the targeted audience. All information shall be factual, technically sound, and accurate, with data sources identified.</p> <p>Draft versions of a document shall require no more than two editorial revisions.</p>	<p>EPA will review all analyses and work products conducted by the Contractor and will independently consider the merit. EPA may opt to peer review analyses to further validate merit.</p> <p>The EPA WAM/TM (Task Manager) will review initial drafts to assess technical accuracy and editorial quality. The WAM/TM will identify all inaccuracies and needed edits and corrections to the contractor in the initial review of draft documents.</p>	<p><b>Unsatisfactory</b> rating under the category of <b>QUALITY OF PRODUCT OR SERVICE</b> in the NIH Performance Evaluation System when the contractor does not meet the measurable performance standards during an applicable period of performance, even after review input and follow up discussion by Agency personnel.</p>
<p><b>Socio-Economic Utilization:</b> The Contractor shall assess all agency requirements outlined in work assignments for opportunities to fully utilize the knowledge and experience of its socio-economic team members. Work shall be allocated in a manner that ensures the Contractor's annual subcontracting goals are met.</p>	<p>The Contractor shall meet a standard of at least 80% of the dollar goals outlined in their subcontracting plan during each period of performance, unless Agency priorities prevent or preclude such tasking.</p>	<p>EPA will monitor the contractor's utilization of socio-economic firms by reviewing the contractor's submittal of Standard Forms (SF) 294 and (SF) 295.</p>	<p>If less than 80% is reached during an applicable period of performance, the contractor shall outline the steps that will be taken to meet the annual goals outlined in their plan, or provide justification as to the rationale for the lack of meeting the subcontracting plan goals. Performance that does not meet the stated goals without sufficient justification will be reported as an <b>Unsatisfactory</b> rating under the category of <b>BUSINESS RELATIONS, and MEETING SDB SUBCONTRACTING REQUIREMENTS</b> in the NIH Performance Evaluation System.</p>



<b>EPA</b> United States Environmental Protection Agency Washington, DC 20460 <b>Work Assignment</b>						Work Assignment Number 1-09				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000001				
Contract Number EP-C-10-060			Contract Period   11/30/2010   To   07/31/2012			Title of Work Assignment/SF Site Name				
			Base                      Option Period Number      1			Risk Assmt, Tool Devt				
Contractor COMPUTER SCIENCES CORPORATION					Specify Section and paragraph of Contract SOW 2.1, 2.2.5, 2.3.1					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance  From   08/01/2011   To   07/31/2012					
Comments: This action adds incremental funding in an amount of \$387,599. This increases the funded ceiling from \$224,127 to an amount of \$611,726 and the funded direct labor hours from 1450 hours to 3950 direct labor hours, an increase of 2500 hours.										
<input type="checkbox"/> Superfund    Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:			LOE:					
11/30/2010   To   07/31/2012										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:			LOE:			
Cumulative Approved:				Cost/Fee:			LOE:			
Work Assignment Manager Name   Curt Baranowski							Branch/Mail Code:			
_____ (Signature)    (Date)							Phone Number   202-564-0636			
							FAX Number:			
Project Officer Name   Nancy Muzzy							Branch/Mail Code:			
_____ (Signature)    (Date)							Phone Number:   513-569-7864			
							FAX Number:			
Other Agency Official Name							Branch/Mail Code:			
_____ (Signature)    (Date)							Phone Number:			
							FAX Number:			
Contracting Official Name   Cathy Basu							Branch/Mail Code:			
_____ (Signature)    (Date)							Phone Number:   513-487-2042			
							FAX Number:			

<b>EPA</b> United States Environmental Protection Agency Washington, DC 20460 <b>Work Assignment</b>						Work Assignment Number 1-09				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000002				
Contract Number EP-C-10-060			Contract Period 11/30/2010 To 07/31/2012			Title of Work Assignment/SF Site Name				
			Base                      Option Period Number    1			Risk Assessment/Tool Devt				
Contractor COMPUTER SCIENCES CORPORATION					Specify Section and paragraph of Contract SOW 2.2, 2.2.5, 2.3.1					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance  From 08/01/2011 To 07/31/2012					
Comments: The purpose of this amendment to WA 1-09 is to revise the PWS to reflect changes in priorities and effort. The contractor shall submit a new work plan and budget that incorporates all completed work plus the estimated work to the end of the POP. Total estimate of LOE by the program is 9150 direct labor hours for the entire POP.										
<input type="checkbox"/> Superfund                      Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE: 0				
11/30/2010 To 07/31/2012										
This Action:						9,150				
Total:						9,150				
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:		LOE:				
Cumulative Approved:				Cost/Fee:		LOE:				
Work Assignment Manager Name Curt Baranowski						Branch/Mail Code:				
						Phone Number 202-564-0636				
						FAX Number:				
_____ (Signature)                      (Date)										
Project Officer Name Nancy Muzzy						Branch/Mail Code:				
						Phone Number: 513-569-7864				
						FAX Number:				
_____ (Signature)                      (Date)										
Other Agency Official Name						Branch/Mail Code:				
						Phone Number:				
						FAX Number:				
_____ (Signature)                      (Date)										
Contracting Official Name Cathy Basu						Branch/Mail Code:				
						Phone Number: 513-487-2042				
						FAX Number:				
_____ (Signature)                      (Date)										

WA 1-09

**WORK ASSIGNMENT  
PERFORMANCE WORK STATEMENT**

**Contract No. EP-C-10-060**

**Work Assignment: 1-09**

**Amendment 2**

**WAM: Curt Baranowski**

**Office of Water/ Office of Ground Water and Drinking Water/  
Water Security Division / Threats, Analysis, Prevention and Preparedness Branch**

**Phone: (202) 564-0636**

**Fax: (202) 566-0055**

**Email: Baranowski.Curt@epa.gov**

**Mail Code: 4608T**

**1200 Pennsylvania Avenue, NW**

**Washington, DC 20460**

**Alternate WAM: John A. DeGour**

**Office of Water/ Office of Ground Water and Drinking Water/  
Water Security Division / Threats, Analysis, Prevention and Preparedness Branch**

**Phone: (202) 564-3212**

**Fax: (202) 566-0055**

**Email: DeGour.John@epa.gov**

**Mail Code: 4608T**

**1200 Pennsylvania Avenue, NW**

**Washington, DC 20460**

**IOE Including Amendment 2: 9150 hours**

**Period of Performance (Inclusive of Amendment 2): August 1, 2011 to July 31, 2012**

**Title: Risk Assessment and Consequence Analysis Tool Development, Improvement, Outreach /  
Homeland Security Coordination Activities**

**PWS Sections: 2.1, 2.2.5, 2.3.1**

**I. PURPOSE**

The purpose of this work assignment amendment is to revise the tasked work to reflect changing priorities and requirements of the Water Security Division. The contractor shall prepare a revised work plan and budget that will encompass the full period of performance, including addressing the changes included herein.

This work assignment supports the mission of the Water Security Division (WSD) as described in the Water Security Strategy framework, which relates resources, activities, outputs, audience, short- and long-term outcomes to the WSD pillars of Prevention, Detection, Response, and Recovery. Additionally, this work assignment contributes to the commitments made in EPA's *Strategic Plan: 2011 to 2015* and EPA's *Homeland Security Strategy (2004)*. Under EPA's *Strategic Plan*, reference is made to Goal 2 (Clean and Safe Water), Objective 2.1 (Protecting Human Health), Sub-objective 2.1.1 (Water Safe to Drink), and to the Cross-Goal on homeland security. Under EPA's *Homeland Security Strategy*, reference is made to Objective 1 (Critical Infrastructure Protection).

In support of these requirements, this contract supports the Nation's drinking and wastewater infrastructure, collectively known as the Water Sector, in being informed, coordinated, and prepared to prevent, detect, respond to, and recover from terrorist attack and other intentional acts, natural disasters, and other hazards (referred to as the "all hazards" approach), which may also occur, including the needs and challenges posed by natural disasters, catastrophic events, floods, earthquakes, pandemic illness, and any other events which impact the safety and availability of our water supply.

In pursuit of these efforts, the contractor may be tasked with preparing a correlation summary comparing the results under this work assignment to the components of the Water Security Strategy framework.

## **II. BACKGROUND:**

Homeland Security Presidential Directive (HSPD) - 7 directs Federal agencies to identify and prioritize critical national infrastructure and resources for protection from terrorist acts that could cause catastrophic health impacts or mass casualties, undermine public confidence, or cause disruption of essential government functions, essential services, or the economy. HSPD-7 designates the EPA as the lead agency or Sector-Specific Agency (SSA) for the Nation's Water Sector. One of many outcomes related to HSPD-7 was the development of the National Infrastructure Protection Plan (NIPP) and the accompanying Sector-Specific Plans (SSP). These plans/strategies have logically driven critical infrastructure protection initiatives towards an all-hazards (man-made and natural disasters) approach.

EPA works with the Water Sector, Federal, State, tribal and local governments, and all stakeholders to:

1. Protect the Water Sector's infrastructure from all hazards and to enhance resilience capabilities.
2. Conduct or facilitate "all-hazards" risk assessment and consequence analysis;
3. Encourage risk management strategies to reduce vulnerability and mitigate public health and economic impacts (consequence); and
4. Promote communication, collaboration, and information sharing and analysis.

Much work was accomplished over the past year. However critical infrastructure protection is a continuous effort, therefore more needs to be done. All-hazards related critical infrastructure protection activities are a natural extension of EPA's long-term mission to protect human health and the environment. Accordingly, EPA and its Water Sector security partners continue to work together and are implementing a strategy to identify, prioritize, and coordinate the protection of critical Water Sector infrastructure. This strategy assists in improving Water Sector awareness, preparedness and security posture, as well as increasing resilience - in a consistent, sustainable, effective, and measurable manner.

## WA 1-09

This work assignment will support the ongoing critical infrastructure protection coordination activities/initiatives that the Agency has initiated in collaboration with DHS and Water Sector partners, including development, outreach, and training on various risk assessment and analysis tools, such as VSAT, CREAT, and WHEAT.

### III. QA REQUIREMENTS:

**Secondary Data:** Some of the tasks in this work assignment require the use of primary and/or secondary data. Collection, use and analysis of data will be identical to the procedures described in the QAPP completed under WA 0-09, consistent with the Agency's quality assurance (QA) requirements. Work on these tasks cannot proceed until the contractor receives notification from the PO via e-mail that utilization of the QAPP completed under WA 0-09 has been approved for use on these tasks. The project specific quality assurance requirements (QAPP) must be addressed in the monthly progress reports as specified under Task 0, below.

### IV. DETAILED TASK DESCRIPTION:

All direction under this work assignment will be provided as written technical direction from the Task Manager or Work Assignment Manager, as appropriate. If provided first as verbal technical direction to the contractor, it will be confirmed in writing within 5 calendar days, with a copy to the Project Officer and the Contracting Officer, and is subject to the limitations of the technical direction contract clause. Each initial deliverable shall be provided to the EPA Work Assignment Manager (WAM) and EPA Project Officer (PO) in draft form for review and comment. The contractor shall incorporate WAM/Task Manager review comments into revisions of the drafts. All drafts and final reports shall be approved by the WAM.

The contractor shall perform the following tasks:

#### **Task 0: Work Plan, Progress evaluations, and Monthly Progress Reports**

The contractor shall develop a work plan that describes how each task will be carried out. The work plan shall include a schedule, staffing plan, level of effort (LOE), and cost estimate for each task, the contractor's key assumptions on which staffing plan and budget are based, and qualifications of proposed staff. If a subcontractor(s) is proposed and subcontractors are outside the metropolitan DC area, the contractor shall include information on plans to manage work and contract costs.

In addition, the contractor shall prepare a project specific quality assurance plan (QAPP) (noted above), or use a previously prepared one as specified above, and ensure the quality of secondary data used to complete these tasks. If using a previously prepared plan, the contractor shall prepare a statement indicating that this WA is a continuation of WA 0-09. The work plan shall explain that collection, use and analysis of data in this work assignment will be identical to the procedures described in the QAPP completed under WA 0-09. When using a previously approved QAPP, the contractor shall immediately notify the Project Officer and WA manager if any changes to the tasks involving the collection and analysis of the data occur, and prepare a new or modified QAPP. Work on these tasks cannot proceed until the contractor receives notification of the new QAPP approval from the PO via e-

mail. This task also includes monthly progress and financial reports. The monthly progress report shall indicate, in a separate QA section, whether significant QA issues have been identified and how they are being resolved. Monthly financial reports must include a table with the invoice IOE and costs broken out by the tasks in this WA.

In addition, in each monthly progress report, the contractor shall, at the introduction to the discussion of this work assignment, discuss actual progress toward achieving the purpose of this work assignment, including problems encountered, issues that may need to be resolved, and anticipated timing for completing the goals of the work assignment. The contractor shall provide an overview of contract projects, striving to implement efficiencies in performance when complimentary requirements are issued. The contractor shall assure that duplication of effort relative to other ongoing work assignments under this contract is not occurring.

**Deliverables:** Work plan and monthly progress and financial reports, Revised QAPP if necessary.

#### **Task 1: Agency Document Assistance.**

The contractor shall support the Agency by providing technical assistance needed to gather information to write, review, and/or disseminate documents relative to the scope of this work assignment. The contractor shall provide additional assistance by compiling and addressing stakeholder comments and updating documents as new information becomes available.

***The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.***

**Deliverables:** Draft and final documents and reports that: 1) are researched and reviewed; 2) address and incorporate stakeholder comments; and 3) are appropriately updated and/or finalized. All documents will be in "10 pt. - Century Gothic" font, and all draft deliverable documents will be delivered in continuous line # format. For estimation purpose - assume the review and/or development of 10 documents.

#### **Task 2: External Document Assistance.**

The contractor shall support the review and dissemination of documents created in relationship to risk, vulnerability, and consequence related projects, as well as other relative project documents. The contractor shall also develop information and outreach materials for the Water Sector as requested in written technical direction by the EPA WAM. This may include but not be limited to the development of fact sheets, presentations, exercises, and briefings.

In addition, the contractor shall support the review and dissemination of documents created by other agencies or stakeholders, such as the Department of Homeland Security's National Infrastructure Protection Plan (NIPP). The EPA WAM will provide documents such as the NIPP to the contractor, and will specify the type of review required in written technical direction.

***The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.***

*Deliverables:* Draft and final documents and reports that: 1) are researched and reviewed; 2) address and incorporate stakeholder comments; and 3) are appropriately updated or finalized. The development of communication and outreach materials shall also be included in this task. For estimation purposes - assume effort on 3 technical documents, 1 fact sheet, 2 presentations, 2 exercises, and 2 briefings. All documents will be in "10 pt. - Century Gothic" font, and all draft deliverable documents will be delivered in continuous line # format.

### **Task 3: Scientific and Technical Support.**

Under this task, the contractor shall provide other scientific and technical support to facilitate and enhance EPA's Water Sector critical infrastructure protection efforts. Examples of the type of actions that may require support may include, but are not limited to literature searches and research on contaminants of concern as related to high-risk Water Sector utilities. Specific activities under this task will be assigned through written technical direction in response to the Agency's support needs.

***The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.***

*Deliverables:* The activities include but are not limited to "all-hazard" risk assessment/consequence analysis methodology tool support, literature searches, collecting and addressing comments, and support for incident response planning and activities. For estimating purposes - assume literature searches or research on 10 different topics.

### **Task 4: Meeting Support.**

The contractor shall provide logistical, facilitation and administrative support to include, but not be limited to, facilitating and supporting meeting planning activities, delivery of sessions, development of minutes and action items, and summary evaluation and report-out. The contractor shall arrange for facilities, in accordance with Agency requirements, suggest locations, and make necessary arrangements for meetings or conferences as requested by written technical direction by the WAM. The contractor shall identify potential speakers and participants to attend EPA sponsored events, issue invitations, and conduct pre-meeting and on-site registration activities. The contractor shall develop and assemble agendas, supplemental materials (e.g., handouts, presentations, participant list), and other preparatory activities as needed. The contractor shall facilitate sessions and provide support to invited presenters and subject matter experts as required. Work on task activities shall begin upon receipt of written technical direction from the EPA WAM. The contractor shall adhere to Agency requirements for reserving meeting space. Any speakers or experts identified for travel reimbursement must have a clear role in the meeting/workshop and must have consultant agreements in place.

All appropriate clearances and approvals required by Agency policy in support of any and all conference related activities and expenses, including support of meetings, conferences, training events, award ceremonies and receptions, shall be obtained by the EPA PO as needed and provided to the Contracting Officer. Work under conference related activities and expenses shall not occur until this approval is obtained and provided by the PO.

*Deliverable: Logistics for meeting and facilitation support that enables stakeholder coordination through workshops, conferences, technical sessions and training events. This includes fact sheet development, presentations, exercises and briefings. **For estimation purposes, the contractor shall assume up to 5 meetings at non-EPA facilities, 3 local meetings at EPA facilities, and 15 conference calls.***

**Task 5: Ongoing Development of Water Sector All-Hazards Risk Assessment Methodologies -- Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance.**

**Subtask 5A: VSAT Modifications**

**Task Manager: Curt Baranowski**

In support of the DHS's NIPP and EPA's responsibilities as the Sector-Specific Agency for the Water Sector, EPA in coordination with Water Sector security partners, has been working to ensure existing risk assessment methodologies in the sector are consistent with the NIPP's baseline criteria. In 2010, the Water Sector Coordinating Council (SCC) requested the formation of a Critical Infrastructure Partnership Advisory Council (CIPAC) working group to examine the three Water Sector (drinking water and wastewater) risk assessment methodologies -- ARAM-W, SEMS, and VSAT. These tools were recently upgraded as part of an overall effort to bring them consistent with the 2007 Risk Analysis and Management for Critical Asset Protection (RAMCAP®) Sector-Specific Guidance for Drinking Water and Wastewater Systems. While upgrades to Water Sector risk assessment methodologies were in progress, the American Water Works Association (AWWA) and ASME-Innovative Technologies Institute (ITI) developed a standard for Water Sector risk assessment methodologies. This AWWA and ASME-ITI process resulted in the July 2010 American National Standards Institute/ASME-ITI/AWWA J100 Risk Analysis and Management for Critical Assets Protection Standard for Risk and Resilience Management of Water and Wastewater Systems hereinafter (J100 Standard). This CIPAC working group will examine the three Water Sector risk assessment methodologies. Specific emphasis during this examination will be given to how these tools address the requirements defined in the new J100 Standard and determine what upgrades would be necessary for the three Water Sector risk assessment tools to ensure that they help utilities meet industry best practices as defined by the J100 Standard. The work group will meet in July 2011 (during the Base Period of this effort, under WA 0-09) and provide its recommendations to EPA, DHS, and other Water Sector partners in September 2011.

The contractor shall provide support regarding the potential modifications to VSAT based on the CIPAC working group's recommendations. Assistance will also be required regarding training on VSAT in association with the Water Health Economic and Analysis Tool (WHEAT). In this option period the contractor shall provide the following support, in accordance with appropriate technical direction (note, estimated contractor travel is imbedded in this chart):



DELIVERABLES	DATE
<p>1. Develop a design requirements document for potential modifications to VSAT5.0 based on the recommendations of the CIPAC working group. Potential areas for modification include but are not limited to the following: 1) Standard-Related Definitions; 2) Worst Case Consequence Analysis for Potentially Critical Assets; 3) Natural, Proximity, and Dependency Threats in Threat Characterization; 4) Proxy Method for Threat Likelihood Calculation; and 5) Quantitative Calculation of Risk and Resilience for Threat-Asset Pairs.</p> <p>a. Note: Not all the recommended modifications of the CIPAC working group may be feasible or defensible. Therefore, EPA will provide specific technical direction to the contractor on the necessary modifications to VSAT.</p>	TBD by technical direction.
<p>2. Assist with the partner review process regarding the design requirements document.</p>	TBD by technical direction
<p>3. Incorporate changes to design requirements document based on partner feedback.</p>	TBD by technical direction.
<p>4. Modify VSAT5.0 based on EPA technical direction.</p>	TBD by technical direction.
<p>5. Deliver and demonstrate the modified version of VSAT.</p>	TBD by technical direction
<p>6. Conduct two (2) Water Sector utility pilots of modified VSAT</p> <p>a. Support travel for 2 utility members to participate in each pilot, as contributing experts for the workshops.</p>	TBD by technical direction.
<p>7. Incorporate modifications to VSAT based on recommendations from pilots.</p>	TBD by technical direction.
<p>8. Demonstrate VSAT to EPA after pilot recommendations have been incorporated.</p>	TBD by technical direction.
<p>9. Demonstrate VSAT to partners.</p>	TBD by technical direction
<p>10. Deliver finalized VSAT to EPA.</p>	TBD by technical direction
<p>11. In collaboration with stakeholders modify existing communication strategy, if need be, for outreach, education, and training on VSAT/WHEAT. Collaboration may include face-to-face meeting and/or conference calls.</p>	TBD by technical direction
<p>12. Provide 8 web-based outreach demonstration of VSAT for stakeholders, where possible in association with WHEAT</p>	TBD by technical direction

13. Provide support for conferences/ in-person training on VSAT, where possible in association with WHEAT; assume 3 conferences.	TBD by technical direction
14. Email user help/support for VSAT( <a href="mailto:vsathelp@epa.gov">vsathelp@epa.gov</a> email-box). Assumes 50 questions/comments per month for August 1, 2011 through July 31, 2012.	TBD by technical direction
15. Catalogue comments, questions, and suggestions for possible future upgrades to VSAT based on all above-mentioned activities.	TBD by technical direction
16. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing.

**Subtask 5B Training on the Climate Resilience Evaluation and Awareness Tool (CREAT) Version 1.0 (Amendment 2 new task)**

**Task Manager: Curt Baranowski**

One important goal of addressing climate change is to raise awareness among utility owners and operators regarding how climate change threats may impact their utilities. EPA has developed the PC-based CREAT to assist in this effort by allowing utility owners and operators to assess the risks posed by climate change and the benefits of adaptation options.

Next steps are outreach, education, and training on the software tool for the purpose of advancing its use within the water sector. This involves an active campaign to broaden awareness of the tool and targeted messages that highlight the benefits of CREAT, as well as developing and distributing live and recorded presentations that direct the user through the essential steps of the tool. The contractor shall continue work that has already been completed under this effort to ensure CREAT is embraced by the water sector.

In this option period the contractor shall provide the following support, in accordance with appropriate technical direction:

DELIVERABLES	DATE
1. In collaboration with stakeholders modify existing communication strategy, if need be, for outreach, education, and training on CREAT. Collaboration may include face-to-face meeting and/or conference calls.	Complete.
2. In collaboration with stakeholders finalize training modules for CREAT. The contractor shall ensure that the training modules are Section 508 compliant and address other EPA web requirements, so materials may be uploaded to EPA's website.	TBD by technical direction.
3. Provide 10 web-based training sessions on CREAT for stakeholders.	Complete.
4. Provide support for conferences/ in-person training on CREAT; assume 3 conferences for estimation purposes.	TBD by technical direction
5. Email user help/support for CREAT ( <a href="mailto:creathelp@epa.gov">creathelp@epa.gov</a> email-box); assume 50 questions/comments per month for August 1, 2011 through July 31, 2012.	TBD by technical direction
6. Catalogue comments, questions, and suggestions for possible future upgrades to CREAT based on all above-mentioned activities.	TBD by technical direction

#### **Subtask 5C (Amendment 2 new task): Develop Version 2.0 of CREAT**

**Task Manager: Curt Baranowski**

CREAT2.0 will be updated in consultation with water sector stakeholders; specifically with the working group convened under Option Period 0 of this contract. Upgrades to CREAT for version 2.0 will consider but not be limited to the following: 1) a "lessons-learned" based on user feedback on Version 1.0 of CREAT; 2) how to incorporate extreme individual utility weather data; 3) development of utility energy management module, including the tracking of greenhouse gas emissions; 4) advanced scenario-based or adaptive management planning; and 5) analysis comparisons.

In this option period the contractor shall provide the following support, in accordance with technical direction (travel estimates are embedded in the chart):

DEIVERABLES	DATE
1. Based on the feedback from the CREAT2.0 working group and from training on CREAT1.0, develop a <i>CREAT2.0 Framework</i> .	Complete.
2. Conduct conference calls/meetings with the working group to solicit feedback on the draft <i>CREAT2.0 Framework</i> and the path forward approach for CREAT2.0.	Complete.
3. Finalize the <i>CREAT2.0 Framework</i> in collaboration with the working group and other stakeholders.	Complete.
4. Develop <i>CREAT2.0 Software Requirements Document</i> and initiate software upgrades.	TBD by technical direction.
5. Demonstrate beta version of CREAT2.0 for EPA.	TBD by technical direction.
6. Conduct two (2) pilots of the CREAT2.0 software. a. Support travel for 2 utility members to participate in each pilot as subject matter experts.	TBD by technical direction.
7. Incorporate modifications to CREAT based on findings from the 2 pilots.	TBD by technical direction.
8. Demonstrate CREAT2.0 for EPA.	TBD by technical direction.
9. Demonstrate CREAT2.0 for stakeholders.	TBD by technical direction.
10. Deliver the final CREAT2.0 to EPA.	June 1, 2012.

The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.

#### **Task 6: WHEAT Drinking Water Hazardous Gas and Loss of Operating Assets Modules – Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance.**

Having completed the WHEAT drinking water hazardous gas and loss of operating assets modules in July 2010, stakeholder outreach on this project is now necessary. The contractor shall support EPA as necessary to prepare WHEAT outreach and training materials, as well as the provision of WHEAT training in association where feasible with VSAT.

In this option period the contractor shall provide the following support, in accordance with technical direction (travel estimates are imbedded in the chart):

DEIVERABLES	DATE
1. In collaboration with stakeholders modify existing communication strategy, if need be, for outreach, education, and training on VSAT and the drinking water and wastewater modules of WHEAT. Collaboration may include face-to-face meeting and/or conference calls.	TBD by technical direction
2. Provide 8 web-based outreach demonstration of WHEAT for stakeholders, where possible in association with VSAT and the WHEAT wastewater module (WHEATWW).	TBD by technical direction
3. Provide support for conferences/ in-person training on WHEAT, where possible in association with VSAT and WHEATWW; assume 3 conferences	TBD by technical direction
4. Email user help/support for WHEAT ( <a href="mailto:wheathelp@epa.gov">wheathelp@epa.gov</a> email box). Assume 50 questions/comments per month for August 1, 2011 through July 31, 2012.	TBD by technical direction
5. Catalogue comments, questions, and suggestions for possible future upgrades to WHEAT based on all above-mentioned activities.	TBD by technical direction
6. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing.

#### **Task 7: Development of WHEAT Hazardous Gas and Loss of Operating Assets Modules for Wastewater Systems.**

Under this task, the contractor shall continue to develop hazardous gas release and loss of operating assets modules for wastewater systems for the generalized consequence analysis tool based on the planning efforts conducted to date and modules developed under the previous work assignment option period. Products shall be developed within the context of other ongoing efforts in the Risk Analysis and Management for Critical Asset Protection (RAMCAP) process, such as the development of VSAT. All tool development activities must comply with established EPA procedures.

In the option period the contractor shall provide the following technical support, in accordance with technical direction:

DELIVERABLES	DATE
1. In collaboration with stakeholders modify existing communication strategy, if need be, for outreach, education, and training on VSAT and the drinking water and wastewater modules of WHEAT. Collaboration may include face-to-face meeting and/or conference calls.	TBD by technical direction
2. Continue software development of the WHEAT wastewater module.	TBD by technical direction.
3. Provide a demonstration of the beta WHEATFWW to EPA.	TBD by technical direction.
4. Conduct two (2) pilots of the wastewater modules. a. Support travel for 2 utility members to participate in each pilot as subject matter experts.	Complete.
5. Incorporate modifications to WHEATFWW based on findings from pilots	TBD by technical direction
6. Demonstrate WHEATFWW for EPA.	TBD by technical direction.
7. Demonstrate WHEATFWW for partners.	TBD by technical direction.
8. Deliver finalized WHEATFWW modules to EPA.	TBD by technical direction.
9. Provide 4 web-based outreach demonstration of WHEATFWW for stakeholders, where possible in association with VSAT	TBD by technical direction
10. Provide support for conferences/ in-person training on WHEAT, where possible in association with VSAT; assume 2 conferences.	TBD by technical direction
11. Email user help/support for VSAT (wheathelp@epa.gov email-box). Assumes 50 questions/comments per month for November 1, 2011 through July 31, 2012.	TBD by technical direction
12. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing.

**Task 8: Development of WHEAT Contamination Module for Drinking Water Systems.**

The contractor shall continue development of the drinking water system contamination module for WHEAT based on the planning efforts conducted to date and modules developed under work assignment 0-09. The contractor shall use modeling data from the 12 model cities and 5 contaminants and correlate health and economic impacts for drinking water systems of varying sizes, then incorporate this data into the WHEAT contamination module. The product shall be developed within the context of other ongoing efforts in the RAMCAP process, such as the development of the upgraded VSAT tool. All tool development activities must comply with established EPA procedures. When necessary, coordination with NHSRC may be required.

Dissemination of the WHEAT contamination module may be subject to limitations due to the potentially sensitive information stored in the tool and report contents. As such, the contractor shall work with EPA to develop guidance for distribution of WHEAT and utility-generated reports from the tool. It is anticipated that the Sector Coordinating Council (SCC) and other organizations may provide recommendations regarding information handling and distribution. These recommendations shall be incorporated into the guidance as appropriate; additional security measures to prevent unauthorized dissemination and use shall be implemented.

In the option period the contractor shall provide the following technical support, in accordance with technical direction:

DEIVERABLES	DATE
1. Base on contamination modeling the contractor shall assist EPA's Office of Water in engagement with EPA's National Homeland Security Research Center (NHSRC) to develop a <i>Contamination Module Requirements Document</i> .	TBD by technical direction.
2. Establish a WHEAT drinking water contamination module stakeholder group.	TBD by technical direction.
3. Conduct conference calls/meetings with stakeholders to solicit feedback on the draft <i>Contamination Module Requirements Document</i> and path forward and approach for the contamination module (Contamination Module Framework).	TBD by technical direction.
4. Finalize the <i>Contamination Module Framework</i> in collaboration with NHSRC and the contamination stakeholder group.	TBD by technical direction.
5. Finalize the software requirements document for the drinking water contamination module.	TBD by technical direction.
6. Initiate software development of the drinking water contamination module.	TBD by technical direction.
7. Demonstrate beta version of the WHEAT drinking water contamination module for EPA.	TBD by technical direction.

8. Conduct two (2) pilots of the drinking water contamination module a. Support travel for 2 utility members to participate in each pilot as subject matter experts.	TBD by technical direction.
9. Incorporate modifications to WHEAT tool based on findings from pilots	TBD by technical direction.
10. Demonstrate drinking water contamination module for EPA.	TBD by technical direction.
11. Demonstrate drinking water contamination module for stakeholders.	TBD by technical direction.
12. Deliver the final WHEAT drinking water contamination module to EPA.	June 1, 2012.
13. The contractor shall ensure it possesses superior technical and editorial writing skills to support all above-mentioned efforts. Skills must include, but are not limited to the following: grammar, spelling, punctuation, flow, sentence structure, readability, and reading-ease.	Ongoing

**NOTE: The Government shall retain rights to all data and/or products originally developed under this work assignment.**

## V. SCHEDULE/DELIVERABLES

Task	Deliverable
0: Work Plan and Monthly Progress Report	Within twenty (20) days of the contractor's receipt of the work assignment.
1: Agency Documents Assistance	To be established by written technical direction.
2: External Documents Assistance	To be established by written technical direction.
3: Scientific and Technical Support	To be established by written technical direction.
4: Meeting Support	To be established by written technical direction.
5: Ongoing Development of Water Sector All Hazard Risk Assessment Methodologies - Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.
5A: VSAT Modifications	To be established by written technical direction.
5B: Training of the Climate Resilience Evaluation and Awareness Tool Version 1.0	To be established by written technical direction.
5C: Develop Version 2.0 of CREAT	To be established by written technical direction.
6: Ongoing WHEAT Drinking Water	To be established by written technical direction.



Hazardous Gas and Loss of Operating Assets Modules – Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	
7: Ongoing development of WHEAT Hazardous Gas and Loss of Operating Assets Modules for Wastewater Systems Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.
8: Ongoing development of WHEAT Contamination Module for Drinking Water Systems Completion of Supporting Documents, Outreach and Dissemination, and Technical Assistance	To be established by written technical direction.

## VI REPORTING REQUIREMENTS

Monthly Progress Reports (including a progress evaluation discussion)

Financial Reports

Update to current QAPP (if applicable)

## VII GREEN MEETINGS AND CONFERENCES

The contractor shall follow the provision of EPA prescription 1523.703-1, *Acquisition of environmentally preferable meeting and conference services (May 2007)*, for the use of off-site commercial facilities for an EPA event, whether the event is a meeting, conference, training session, or other purpose.

Environmental preferability is defined at FAR 2.101, and shall be used when soliciting quotes or offers for meeting/conference services on behalf of the Agency.

### **QUALITY ASSURANCE SURVEILLANCE PLAN For the Water Security Division's Technical, Analytical, and Regulatory Mission Support Performance Work Statement**

#### **Quality Assurance Surveillance Plan**

The requirements contained in this work assignment option period are considered performance-based, focusing on the Agency's desired results and outcomes. The contractor shall be responsible for determining the most effective means by which these requirements will be fulfilled. In order to fulfill the requirements, the contractor shall design innovative processes and systems that can deliver the required services in a manner that will best meet the Agency's performance objectives. This performance-based requirement represents a challenge to the contractor to develop and apply

innovative and efficient approaches for achieving results and meeting or exceeding the performance objectives, measures, and standards described below. The Contractor's performance will be reflected in the positive or negative evaluation offered by the Agency in the Contractor Performance Evaluation (CPE), which is evaluated annually (per the "Contractor Performance Evaluation" clause in the contract). The Work Assignment Manager shall submit a complete annual review of the areas outlined in the Quality Assurance Surveillance Plan (QASP), included in the contract, which will then be utilized by the Project Officer in preparing the overall evaluations submitted annually in response to the Contractor Performance Evaluation requirements in the contract.

<b>General Management and Administration</b>			
<b>Performance Requirement</b>	<b>Measurable Performance Standards</b>	<b>Surveillance Methods</b>	<b>Incentives/ Disincentives</b>
<b>Management and Communications:</b> The Contractor shall maintain contact with the EPA CO, PO and WAM throughout the performance of the contract and shall immediately bring potential problems to the attention of the appropriate EPA WAM. In cases where issues have a direct impact on project schedules or cost, the contractor shall provide options for EPA's consideration on resolving or mitigating the impacts.	Any issues that impact project schedules or cost shall be brought to the attention of the appropriate EPA WAM within 3 business days of occurrence.	100% of active work assignments under the contract will be reviewed by the EPA WAM monthly (via monthly progress report) to identify unreported issues. The EPA WAM will report any issues to the EPA PO who will bring the issue(s) to the Contractor's attention through the CO.	<b>Unsatisfactory</b> rating under the category of Business Relations in the NIH Performance Evaluation System if two or more incidents occur during an applicable period of performance when the contractor does not meet the measurable performance standards for a given contract period.

<p><b>Timeliness:</b> Services and deliverables shall be in accordance with schedules stated in each work assignment or tasking document, unless amended or modified by an approved EPA action.</p>	<p>During any period of performance, 90% of all submitted deliverables shall be submitted no later than 5 business days past the due date.</p>	<p>100% of active work assignments under the contract will be reviewed by the EPA WAM monthly (via monthly progress report &amp; milestones established for each deliverable) to compare actual delivery dates against those approved. The EPA WAM will report any issues to the EPA PO who will bring the issue(s) to the Contractor's attention through the CO.</p>	<p><b>Unsatisfactory</b> rating under the category of Time Liness in the NIH Performance Evaluation System when the contractor does not meet the measurable performance standards during an applicable period of performance.</p>
<p><b>Cost Management and Control:</b> The Contractor shall monitor, track and accurately report level of effort, labor cost, other direct cost and fee expenditures to EPA through progress reports and approved special reporting requirements.</p> <p>The Contractor shall assign appropriately leveled and skilled personnel to all tasks, practice and encourage time management, and ensure accurate and appropriate time keeping.</p>	<p>The contractor shall manage costs to the level of approved ceiling on the work assignment. The contractor shall notify the WAM/PO when 75% of the approved funding ceiling for the work assignment is reached.</p>	<p>The EPA PO will routinely meet with the Contractor's Project Manager to discuss the work progress and contract and individual work assignment expenditures. The EPA PO shall review the Contractor's monthly progress reports and request the WAMs verification of expenditures and technical progress before authorizing invoice payments.</p>	<p><b>Unsatisfactory</b> rating under the category of Cost Control in the NIH Performance Evaluation System when the contractor does not meet the measurable performance standards during an applicable period of performance.</p>

<p><b>Technical Effort:</b> The analyses or products developed by the contractor shall be factual and defensible and based on sound science and engineering. All data shall be collected from reputable sources and quality assurance measures shall be conducted in accordance with contract, agency requirements and any additional requirements outlined in individual work assignments or technical directives. Any work requiring the contractor to provide options or recommendations shall include the rationale used in selecting the option/recommendation and all other options and recommendations considered.</p>	<p>All analyses conducted for EPA by the Contractor must be factual and based on sound science and engineering. All analyses and products (initial and final drafts) shall conform in format and content to requirements specified by the WAM in written technical direction, and should meet the objectives stated in the work assignment. All initial draft documents shall be clearly written at a level appropriate to the targeted audience. All information shall be factual, technically sound, and accurate, with data sources identified.</p> <p>Draft versions of a document shall require no more than two editorial revisions.</p>	<p>EPA will review all analyses and work products conducted by the Contractor and will independently consider the merit. EPA may opt to peer review analyses to further validate merit.</p> <p>The EPA WAM/TM (Task Manager) will review initial drafts to assess technical accuracy and editorial quality. The WAM/TM will identify all inaccuracies and needed edits and corrections to the contractor in the initial review of draft documents.</p>	<p><b>Unsatisfactory</b> rating under the category of <b>QUALITY OF PRODUCT OR SERVICE</b> in the NH Performance Evaluation System when the contractor does not meet the measurable performance standards during an applicable period of performance, even after review input and follow up discussion by Agency personnel.</p>
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<p><b>Socio-Economic Utilization:</b> The Contractor shall assess all agency requirements outlined in work assignments for opportunities to fully utilize the knowledge and experience of its socio-economic team members. Work shall be allocated in a manner that ensures the Contractor's annual subcontracting goals are met.</p>	<p>The Contractor shall meet a standard of at least 80% of the dollar goals outlined in their subcontracting plan during each period of performance, unless Agency priorities prevent or preclude such tasking.</p>	<p>EPA will monitor the contractor's utilization of socio-economic firms by reviewing the contractor's submittal of Standard Forms (SF) 294 and (SF) 295.</p>	<p>If less than 80% is reached during an applicable period of performance, the contractor shall outline the steps that will be taken to meet the annual goals outlined in their plan, or provide justification as to the rationale for the lack of meeting the subcontracting plan goals. Performance that does not meet the stated goals without sufficient justification will be reported as an <b>Unsatisfactory</b> rating under the category of <b>BUSINESS RELATIONS</b>, and <b>MEETING SDB SUBCONTRACTING REQUIREMENTS</b> in the NIH Performance Evaluation System.</p>
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<b>EPA</b> United States Environmental Protection Agency Washington, DC 20460 <b>Work Assignment</b>						Work Assignment Number 1-09				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000003				
Contract Number EP-C-10-060			Contract Period   11/30/2010   To   07/31/2012			Title of Work Assignment/SF Site Name				
			Base                      Option Period Number      1			Risk Assessment/Tool Devt				
Contractor COMPUTER SCIENCES CORPORATION					Specify Section and paragraph of Contract SOW 2.1, 2.2.5, 2.3.1					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance  From   08/01/2011   To   07/31/2012					
Comments: This action increases incremental funding on the work assignment by an amount of \$331,924. This increases the cost ceiling from \$911,726 to \$1,243,650 and the LOE ceiling from 6500 to 8900 LOE.										
<input type="checkbox"/> Superfund                      Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
SFO (Max 2) <input type="checkbox"/> Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:		LOE: 9,150						
11/30/2010 To 07/31/2012										
This Action:				5,105						
Total:				14,255						
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee:			LOE:			
Cumulative Approved:				Cost/Fee:			LOE:			
Work Assignment Manager Name   Curt Baranowski							Branch/Mail Code:			
_____ (Signature)                      (Date)							Phone Number   202-564-0636			
							FAX Number:			
Project Officer Name   Nancy Muzzy							Branch/Mail Code:			
_____ (Signature)                      (Date)							Phone Number: 513-569-7864			
							FAX Number:			
Other Agency Official Name							Branch/Mail Code:			
_____ (Signature)                      (Date)							Phone Number:			
							FAX Number:			
Contracting Official Name   Cathy Basu							Branch/Mail Code:			
_____ (Signature)                      (Date)							Phone Number: 513-487-2042			
							FAX Number:			

<b>EPA</b> United States Environmental Protection Agency Washington, DC 20460 <b>Work Assignment</b>						Work Assignment Number 1-09				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000004				
Contract Number EP-C-10-060			Contract Period 11/30/2010 To 07/31/2012			Title of Work Assignment/SF Site Name				
			Base                      Option Period Number    1			DHS and Tool Support				
Contractor COMPUTER SCIENCES CORPORATION					Specify Section and paragraph of Contract SOW					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance  From 08/01/2011 To 07/31/2012					
Comments: This action increases the funded ceiling for WA 1-9 from \$1,243,650 to an amount of \$1,364,650, an increase of \$121,000. LOE ceiling is increased by an amount of 1800 LOE to a level of 10,700 direct labor hours.										
<input type="checkbox"/> Superfund                      Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period: 11/30/2010 To 07/31/2012      Cost/Fee:      LOE:										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:      Cost/Fee:      LOE:										
Cumulative Approved:      Cost/Fee:      LOE:										
Work Assignment Manager Name Curt Baranowski  _____ (Signature)                      (Date)							Branch/Mail Code: Phone Number 202-564-0636 FAX Number:			
Project Officer Name Nancy Muzzy  _____ (Signature)                      (Date)							Branch/Mail Code: Phone Number: 513-569-7864 FAX Number:			
Other Agency Official Name  _____ (Signature)                      (Date)							Branch/Mail Code: Phone Number: FAX Number:			
Contracting Official Name Cathy Basu  _____ (Signature)                      (Date)							Branch/Mail Code: Phone Number: 513-487-2042 FAX Number:			